MINUTES PIRATE HARBOR STREET & DRAINAGE MUNICIPAL SERVICE BENEFIT UNIT (MSBU)

ADVISORY BOARD REGULAR MEETING THURSDAY, JUNE 16, 2022

10:03 a.m. – 10:43 a.m. Punta Gorda Charlotte Library 401 Shreve Street, Punta Gorda, Florida

Members Present:

George Herl, Chair

Phillip Smallwood, Vice-Chair

Lynn McCulloch Jeffrey Nilsson Andrew Wolf

Members Absent:

None

County staff:

Karlene McDonald, Community Liaison

Janina Stamoulis, Executive Assistant

Guests:

See attached sign-in sheet

Call to Order / Roll Call

The meeting was called to order at 10:03 a.m. A roll call was taken, and a quorum was established.

Changes to the Agenda:

None

Citizen Input on Agenda Items (3-Minute Limit):

None

Approval of Minutes:

Mr. Herl confirmed the Advisory Board was fine with the changes to the December 16, 2021, minutes. The March 24, 2022, minutes were unanimously approved as submitted.

Unfinished Business:

- a. <u>Tree Trimming Jean La Fitte Boulevard:</u> Discussion ensued regarding the trimming; Mr. Wolf indicated that the community is working with FP&L to remove additional Australian pines on Black Beard Boulevard. It was noted that the Advisory Board objects to funding vegetation control caused by trees that fall outside the Right-of-Way on state property. Conversation followed regarding right-of-way dimensions, tree trimming around FP&L wires and poles and vegetation maintenance for fire hydrants. Conversation ensued regarding impacts to insurance rates with the fire station opening.
- b. <u>Maintenance of Streets & Drainage:</u> The Chair inquired about opening citizen input, Mr. Smallwood so moved, seconded by Ms. McCulloch and unanimously approved.
- Mr. DiMuzio noted insurance rating requirements regarding varying proximities to fire stations, noted the blue reflective pavement markers (RPM) for fire hydrants are missing on certain roads, and commented on right-of-way and utility maintenance.
 Ms. McDonald noted RPMs can be installed at the Advisory Board's request, it was unanimously agreed to wait until after paving to discuss further.

New Business:

a. <u>Financial Reports:</u> The FY22 second quarter financial reports were reviewed; it was noted that the Australian pines that were removed on Jean La Fitte Boulevard were not discussed ahead of work with the Advisory Board. Conversation followed regarding the reserve policy, paving reserves, and the annual assessment rate.

Citizen Input on MSBU Items (3-Minute Limit):

• Mr. DiMuzio commented on the possibility of making the annual assessment rate the same for vacant & improved property.

Advisory Board Open Discussion:

Mr. Wolf commented on new construction causing right-of-way damage, Ms. McDonald encouraged the Advisory Board to contact the Permitting Department as the contractor could be responsible for restoration. Conversation followed regarding potentially postponing paving, landscaping at the community entrance and a virus affecting certain palm trees.

Mr. DiMuzio urged the Advisory Board to consider future development of multi-residential
and commercial properties surrounding Pirate Harbor prior to an entrance landscape
project. He inquired about a potential buffer wall if commercial development is approved for
the property abutting Pirate Harbor.

Meeting Schedule / Items for the next agenda:

Future meetings are scheduled at 10:00 a.m. at the Punta Gorda Charlotte Library as follows:

Date

- September 15, 2022
- December 28, 2022

The meeting adjourned at 10:43 a.m.

Submitted by: Karlene McDonald Public Works, Department

Minutes - Pirate Harbor S&D 06.16.2022

AGENDA PIRATE HARBOR STREET & DRAINAGE MUNICIPAL SERVICE BENEFIT UNIT (MSBU)

ADVISORY BOARD REGULAR MEETING THURSDAY, JUNE 16, 2022

10:00 a.m., Punta Gorda Charlotte Library 401 Shreve Street, Punta Gorda, Florida

BOARD MEMBERS:

George Herl, Chair

Phillip Smallwood, Vice-Chair

Lynn McCulloch Jeffrey Nilsson Andrew Wolf

COUNTY STAFF:

Karlene McDonald, Community Liaison

PURPOSE:

Regular Meeting

- 1. Call to Order / Roll Call
- 2. Changes to the Agenda / Motion to Approve Changes
- 3. Citizen Input on Agenda Items (3-Minute Limit)
- 4. Approval of Minutes: March 24, 2022
- 5. Unfinished Business:
 - a. Tree Trimming Jean La Fitte Boulevard
 - b. Maintenance of Streets & Drainage
- 6. New Business
 - a. Financial Reports
- 7. Citizen Input on MSBU Items (3-Minute Limit)
- 8. Advisory Board Open Discussion
- 9. Meeting Schedule / Items for Next Agenda
- 10. Motion to Adjourn



Pirate Harbor Street & Drainage Municipal Service Benefit Unit

Advisory Board Meeting Attendance Thursday, June 16, 2022

Location: 401 Shreve Street, Punta Gorda, Florida Punta Gorda

INFORMATION SUPPLIED ON THIS FORM BECOMES PUBLIC RECORD

NAME (please print)	Email Address	Phone Number
Karlene McDonald	Karlene.McDonald@charlottecountyfl.gov	941.575.3627
NINA STANGELIS	ON FILE	ON FILE
Lynn Mc Culloch	on File	ON FILE
JEFF Wilson	definition oconcert, not	941 637 5794
BOB Di MUZIO	THE BOBBEAGGA GMAIL	941-456-163
George Heal	gherl1 @ Comcast. Net -	
KINDY WOLF	gherl1 & Comcast. Net - ANDYNO(F5173 @ gmail. Com	7421800
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Page 1 of 2

PW-PHM	×	Pirate Harbor St/Dr Mtc	t/Dr Mtc											
Project	WO Number	WO Description	Equipment Code	Equipment Description	Location	Date Worked	Labor Hours	Labor Cost	Parts Cost	Equipment Contract Cost or Cost	Contract or Cost	Work Accomp.	NOM	Total Cost
	1220408	1220408 PW-PHM Pirate Harbor	PW-PHM	Pirate Harbor St/Dr Mtc										
					10-9866 MSDR	12/02/2021	0.75	68.54	0.00	0.00	0.00	0.75	LHR	68.54
						12/06/2021	0.50	45.70	00.0	00.00	00.00	0.50	LHR	45.70
						12/08/2021	0.25	22.85	00.0	00.00	00.00	0.25	LHR	22.85
						12/09/2021	2.50	228.48	00.00	00.00	0.00	2.50	LHR	228.48
						12/14/2021	1.50	137.09	0.00	0.00	0.00	1.50	LHR	137.09
						12/16/2021	2.75	251.32	00.00	00.00	00.00	2.75	LHR	251.32
						12/17/2021	1.25	114.24	00.0	00.00	00.00	1.25	LHR	114.24
						12/20/2021	1.25	114.24	0.00	0.00	00.00	1.25	LHR	114.24
						12/21/2021	0.50	45.70	0.00	0.00	00.00	0.50	LHR	45.70
						12/27/2021	0.25	22.85	00.0	0.00	00'0	0.25	拰	22.85
						12/29/2021	1.00	91.39	00.0	0.00	00.0	1.00	LHR	91.39
						01/05/2022	0.50	45.70	00.00	0.00	00.00	0.50	LHR	45.70
						01/10/2022	0.50	45.70	00.0	0.00	00.00	0.50	LHR	45.70
						01/31/2022	0.25	22.85	00.0	0.00	00.0	0.25	LHR	22.85
						02/07/2022	0.25	22.85	00.0	0.00	0.00	0.25	LHR	22.85
						02/16/2022	0.25	22.85	00.0	0.00	0.00	0.25	LHR	22.85
						02/17/2022	0.75	68.54	00.0	00.00	00.0	0.75	LHR	68.54
						02/22/2022	0.25	22.85	00.0	00.00	00.00	0.25	LHR	22.85
						02/23/2022	0.25	22.85	0.00	0.00	0.00	0.25	LHR	22.85
					MSDR Total		15.50	1,416.55	00.0	0.00	0.00	15.50	LHR	1,416.55
				Total WO Nu	Total WO Number: 1220408		15.50	1,416.55	0.00	0.00	0.00	15.50	LHR	1,416.55
	1790047	1790047 FY22 PHM 89 Sign Maint 6001, PHM-TSM Year-Round	, PHM-TSM	TSM										
				60-6001R S	Sign Maintenance	12/02/2021	2.00	130.62	26.91	13.12	00.00	35.00	SGN	170.65
				Sign Ma	Sign Maintenance Total		2.00	130.62	26.91	13.12	0.00	35.00	SGN	170.65
				6-26	97-9752 Supervision	12/02/2021	0.50	71.92	0.00	1.42	00.0	0.50	LHR	73.34
				S	Supervision Total		0.50	71.92	0.00	1.42	0.00	0.50	LHR	73.34
				Total WO Nu	Total WO Number: 1790047	-	2.50	202.54	26.91	14.54	00.0	35.50	LHR	243.98
	1790483	1790483 FY22 PHM 6010 Sign Insp Location 89 Year-Round	PHM-TSM	TSM										
				60-6010R	R Sign Inspection	12/02/2021	1.00	65.31	0.00	6.56	0.00	60.00	SGN	71.87
				Sign 1	Sign Inspection Total	·	1.00	65.31	0.00	95.9	00.0	60.00	SGN	71.87
				Total WO Nu	Total WO Number: 1790483	'	1.00	65.31	0.00	95.9	00'0	00'09	SGN	71.87
	1793291	1793291 L&G - 24281 Captain Kidd Blvd- PHM	ROAD-19168	ROADWAY-CAPTAIN KIDD BLVD-PHM	CAPTAIN KIDD BLVD-SBSM									
				10-9030D	Inspection - Field	02/17/2022	2.00	160.44	0.00	09.9	0.00	2.00	LHR	167.04
				Inspect	Inspection - Field Total		2.00	160.44	0.00	09'9	0.00	2.00	LHR	167.04
				Total WO Nu	Total WO Number: 1793291	•	2.00	160.44	0.00	09'9	00.0	2.00	LHR	167.04

Page 2 of 2	
START DATE: 12/1/2021 END DATE: 2/28/2022	
Monthly MSBU Activity Report	Pirate Harbor St/Dr Mtc
Monthly	PW-PHM

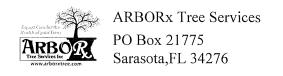
Project	Project WO Number	WO WO Number Description	Equipment Code	Equipment Description	Location	Date Worked	Labor Hours	Labor Cost	Parts Cost	Equipment Contract Cost or Cost	Contract or Cost	Work Accomp.	пом	Total Cost
	1797477 F	1797477 FY22 PHM 6002, Sign Prep. PHM-TSM	PHM-TSM	TSM										
		ופמו-תסתוומ		60-6002R S	30-6002R Sign Preparation	12/22/2021	99.0	70.84	29.50	0.00	0.00	2.00	2.00 SGN	100.34
				Sign Pre	Sign Preparation Total		99.0	70.84	29.50	0.00	0.00	2.00	2.00 SGN	100.34
				Total WO Nur	Number: 1797477		99.0	70.84	29.50	0.00	0.00	2.00	2.00 SGN	100.34
				Total MSF	ASBIJ: PW-PHM		21.66	21.66 1,915.67	56.41	27.70	0.00	115.00 SGN	SGN	1,999.78

Pirate Harbor Street and Drainage MSBU

Fund Financial Report Oct. 1, 2021 - Mar. 31, 2022

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		Adopted		
	Actual	Budget	YTD Actual	Projected
	FY2021	FY2022	FY2022	FY2022
Beginning Balance	\$400,089	\$387,768	\$395,257	\$395,257
Revenues				
	447.044	445 550	400,000	445 550
Assessments & Earnings	117,644	115,556	106,828	115,556
Grant & Subsidy Revenue	7	-	-	
Loans & Borrowing	-	-	**************************************	
Total Revenue	\$117,644	\$115,556	\$106,828	\$115,556
Expenditures				
Contract Services	10 505	47.450		47.450
	12,565	17,450	-	17,450
Pipe Lining	-	20,000	-	20,000
ROW Maintenance	3,384	3,384	1,008	3,384
ROW Reclaimation	700	-		-
Speciality Mowing	12 - 1 - 1 - 1	3,014	-	3,014
Public Works Services	103,543	68,204	3,841	68,204
Internal Charges	796	712	712	712
Purchased Services	2,188	2,904	2,128	2,904
Materials and Supplies		-	-	- 1
Capital Outlay	- ·	-		-
Debt Services		-		T
Project Costs				
Pirate Harbor Paving Program			<u>-</u>	-
*				
Total Expenditures	\$122,476	\$115,668	\$7,689	\$115,668
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Reserves (Ending Fund Balance)	\$395,257	\$387,656	\$494,396	\$395,146
Reserve %	76.3%	77.0%	98.5%	77.4%

Date Prepared: 4/3/2022



Proposal

Date	P#-WO#
5/13/2022	6370 P

Billing Address
Charlotte County Public Works 7000 Florida Street Punta Gorda, FL 33948

24168 Jean I Punta Gorda		
Rep	Contact Name	Contact Phone
J	Chuck Peters	941740-0585

Job Location

Qty	Description	Each	Total
	Scope of Work: Flush Cut tall Pine Trees to 10 Feet in County Right of Way. Goal is to keep trees from endangering homes across the street and to remove potential to knock out power lines. Trees are located across the street from 24168 Jean La Fitte Blvd. and the empty lot adjacent to that address.		
	Special Instructions: All trees are County Priced for Removal. Some MOT required on this two-lane road.		
11	Remove Hardwood: Pine Trees 4" to 12" DBH	125.00	1,375.00
15	Remove Hardwood: Pine Trees 13" to 24" DBH	350.00	5,250.00
	Debris Removal		0.00
	ARBORx Tree Services is very careful not to do any damage, but is not responsible for the following: underground utilities, landscaping, lawns, sprinkler systems, sidewalks, driveways, roads, screens, pool cages, & fences. By signing this Proposal you agree to the terms provided.		0.00
	x		
	Date:		
	Please provide P.O.#		
		·	
	DOSAL IS GOOD FOR 45 DAVE. DI FASE SIGN AND DETURN		

PROPOSAL IS GOOD F	OR 45 DAYS PLEASE	SIGN AND RETURN	Total	\$6,625.00
Phone #	Fax#	E-mail	We	eb Site
941-926-1177	941-926-1121	info@arborxtree.com	www.ar	oorxtree.com